

1                                   **Regular Board Meeting Minutes**

2                                   **Cache Valley Transit District**

3                                   **Wednesday August 26, 2015**

4                                   **5:45 pm**

5                                   **Bridgerland Applied Technology College**

6                                   **1301 North 600 West, Logan, Utah**

7                                   **Room 840**

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9           *Present:* Erik Ashcroft, Alma Leonhardt, Rodger Pond, Sallie Petersen, Jeannie  
10           Simmonds, Joy Reyes, Sue Sorenson, Glen Schmidt, Ron Hornsby, Holly Broome-Hyer,  
11           Craig Wright, Shaun Bushman, Norman Larsen, Patricia Cronin, Roger Jones, Doug  
12           Thompson, Ron Natali, Shaun Bushman

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14           *Excused:* Tom Hogan and Heidi Harper

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16           *Others:* Todd Beutler, Nathan Coats, Curtis Roberts and Ivy Thomson

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18           **Regular Meeting Agenda**

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20           1. Call to order: Board Chairman Doug Thompson
- 21  
22           2. *Acceptance of Minutes:* Joy Reyes moved to approve the June minutes. The motion  
23           was seconded by Holly Broome-Hyer. The vote was unanimous.
- 24  
25           3. *Approval of Agenda:* Craig Wright moved the approval of agenda and Shaun  
26           Bushman seconded. The vote was unanimous.
- 27  
28           4. The Board and members of the public in attendance introduced themselves.
- 29  
30           5. Next Board Meeting: September 23, 2015 at 5:45 pm.
- 31  
32           6. Questions and Comments for Management and Board (3 minutes): None.

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34           **Board Business**

- 35           7. Reports from Options for Independence, Aggie Shuttle, and CVTD rider:
- 36           A. OPTIONS For Independence report by Director Cheryl Atwood: OPTIONS  
37           provides services for people with disabilities throughout Cache and Box Elder  
38           Counties. Many of their consumers use the bus system, and OPTIONS  
39           collaborated with Todd to figure out the best place for a bus stop on 200 East.  
40           Cheryl works with CVTD and BRAG to provide the Lunch and Learn program  
41           where OPTIONS consumers can come and learn how to ride the bus. This helps  
42           them overcome the fear of riding so they can use the full access and freedom of

the fixed route system. Those who aren't patrons of OPTIONS can come and participate. They are working on a peer program so regular passengers can help potential passengers.

B. Aggie Shuttle report by Assistant Director of Parking Transportation Joe Izatt: His program runs 11 shuttle buses 9 months of the year. They serve 1 million riders on \$800,000 dollars each year. Ridership grows 2% a year, pushing parking to campus perimeters. The Aggie Shuttle is maxed out and running at capacity, but is only funded by student fees. For the past couple of years, Aggie Shuttle and CVTD management have met every month to discuss increasing ridership and helping students. Discussion has included combining USU and CVTD. However, CVTD has to abide by rules and regulations that USU is not subject to. USU can buy cheaper buses which are essentially modified school buses. Maintenance issues include worn tires and brakes from the hills. The best part of having the buses run on natural gas is that the fuel is cheap. Other FTA standards governing CVTD which Aggie Shuttle is not subject to include the requirement that all CVTD vehicles have to be Altoona tested, and vehicles are subject to Buy America.

C. Report from Gordon Richins, Consumer Liaison for the USU Center for Persons with Disabilities: He has commuted 26 miles to Logan since 1990. He is passionate about transportation because it is clearly a quality of life issue. He sometimes uses the Aggie Shuttle to get around campus, but the differences between the Aggie Shuttle and CVTD Gillig buses are like night and day, with improved time and safety, especially from Gillig's low-ride features. He uses fixed-route buses to get all around town because they are faster than CAR. The CVTD route from Preston has saved him a great deal of money. Many people use the Park N Ride, which is cheaper than a USU parking pass. He served on the national board of the Association of University Centers on Disability for eight years. As he traveled across the nation and internationally, he experienced inadequate transportation services. If the CVTD bus system were to charter, he would still ride the fixed-route and save money on gas. He talked with a woman who started using the Idaho bus, gave up her car, and made a house payment. He ended with, "It's a great service, Todd."

8. Review of quarterly financials by Rodger Pond: CVTD budgeted for over \$3 per gallon of fuel but prices dropped. Operating costs are close to 50%, which is where we want to be. Five new buses will replace the five oldest buses, and that will help the preventative maintenance category. The cost for the buses will be recognized next quarter. The copier has not needed to be replaced, so replacement costs will be budgeted for next year. CVTD should receive a good price for the buses we are selling, and the FTA has agreed to let us keep the revenue sales. Curtis explained that CVTD keeps their budget fully transparent by displaying revenue kept for future purchases as "assigned for budget deficit," and confirmed it is standard accounting

85 practice. Accumulating funds in this way is not feasible long term for CVTD, and if  
86 more funds are not received, CVTD will need to reduce services around the year  
87 2019. Roger Jones moved to accept the financial report, and Alma Leonhardt  
88 seconded the motion. The vote of approval was unanimous.  
89

90 9. Chair Doug Thompson excused Tom Hogan and Heidi Harper from attending.  
91

92 10. Quarterly Service Report by Shaun Bushman: Fixed-route ridership dropped 5.2%  
93 over 2014, likely due to the drop in price of gasoline. Since construction projects are  
94 finished, CVTD administration is shifting their focus to improving ridership. CVTD  
95 gave out hundreds of maps on campus this week to USU Freshman. Many parents  
96 are excited to bring kids to USU because of the available public transportation  
97 throughout town and the SL Express. Their number one complaint is wishing for later  
98 evening service. Property owners are happy students can live several miles from  
99 campus. Summer Citizens also express gratitude and enthusiasm for the services,  
100 telling their colleagues that the place to come in summer is Logan, Utah. New bus  
101 stop signs include QR codes, bus stop identification numbers, and route numbers  
102 above the sign. CVTD is working to make data procedures reliable so app developers  
103 can make bus tracking apps available for the public, which will help CVTD keep  
104 costs down. CVTD also has a Google Trip Planner on the website. CVTD is  
105 targeting August as the month to implement annual service changes. Shaun  
106 encouraged Board members to submit notices of services to their city newsletters.  
107 Logan and Cache County are the only service areas without city newsletters.  
108

109 11. Review of Board Bylaws by Sue Sorenson: Sue asked the Board to read through the  
110 bylaws and send questions, concerns, and edits to Ivy. Ivy will give the comments to  
111 the PEP Committee to discuss in their next meeting. Sue revisited the mission and  
112 value statements, emphasizing that CVTD strives to “become the premier public  
113 transportation agency serving the Cache Valley region.” CVTD is committed to  
114 improving quality of life and supporting efforts to improve air quality. Todd does a  
115 great job of providing progressive leadership for the region by serving on Boards  
116 around the valley.  
117

118 12. **General Manager Report**

- 119 A. Todd asked if anyone other than Sallie and Rodger had experienced log in  
120 problems. None answered.  
121 B. Construction at the Intermodal Transit Center is finished.  
122 C. New buses have a rear sign on the back of bus, which will help passengers know  
123 where their buses are at the transit center.  
124 D. Nathan thanked Mayor Craig Peterson and Logan City for spearheading the  
125 round-a-bout by the transit center. The combined effects between the installation  
126 of the round-a-bout and the remodeling and construction at the transit center hit

127 quality of service and pedestrian safety out of the ballpark. “Thank you Mayor  
128 Peterson. Please thank your staff.”

129 E. Two weeks ago Curtis and Todd went to Denver and met with the FTA. They  
130 gave updates about their projects and gave the FTA feedback on regulation.  
131

132 **13. Other Considerations:**

133 A. Sue told the Board that if they wanted to see what changes were made to the  
134 bylaws they should contact Ivy.

135 B. Erik requested that committee meeting times be published so Board members may  
136 attend if interested. Doug confirmed that times may be emailed out, and  
137 reminded Board members that they will not be compensated for attending  
138 meetings other than those to which they are assigned.  
139

140 **14. Adjourn:**

141 Doug Thompson asked for a motion to adjourn. Rodger Pond made the motion and  
142 Shaun Bushman seconded. The vote was unanimous.